



Department of Defense DIRECTIVE

NUMBER 4500.36

April 10, 1985

ASD(MI&L)

SUBJECT: Management, Acquisition, and Use of Motor Vehicles

- References: (a) DoD Directive 4500.36, subject as above, July 18, 1979 (hereby canceled)
- (b) [DoD 5025.1-M](#), "Directives System Procedures," April 1981, authorized by [DoD Directive 5025.1](#), October 16, 1980
- (c) Section 1344 of title 31, United States Code, 1982
- (d) Section 101 of title 5, United States Code
- (e) through (j), see enclosure 1

1. REISSUANCE AND PURPOSE

This Directive:

1.1. Reissues reference (a) to update policy, procedures, and responsibilities for DoD-owned and -controlled motor vehicles.

1.2. Authorizes the publication of DoD 4500.56-R, "Management Acquisition, and Use of Motor Vehicles," consistent with reference (b).

2. APPLICABILITY AND SCOPE

2.1. This Directive applies to the Office of the Secretary of Defense (OSD), the Military Departments, the Organization of the Joint Chiefs of Staff, the Defense Agencies, and the operational entities assigned to the OSD for administrative support (hereafter referred to collectively as the "DoD Components").

2.2. Its provisions apply to all DoD-owned and -controlled motor vehicles, regardless of how acquired or financed, except those used in direct connection with or in support of combat or tactical operations.

3. POLICY

It is DoD policy that DoD-owned and -controlled motor vehicles shall be used for official purposes only. Official purpose does not include transportation between residence and place of employment, unless authorized under the provisions of 31 U.S.C. 1344, (reference (c)) or 10 U.S.C. 2637 (reference (e)) and this Directive. All DoD-owned and -controlled commercial-type motor vehicles shall be used on a pooled basis, to ensure effective utilization, and normally may not be assigned exclusively to one official or employee. Vehicles are a limited, essential, and costly resource that must be managed carefully.

4. PROCEDURES

4.1. DoD personnel shall use DoD-owned or -leased motor vehicles for official purposes only. Under 31 U.S.C. 1344 (1982) (reference (c)) official purpose may not include transportation between residences and places of employment, except in cases of medical officers on out-patient service and officers and employees engaged in field work, the character of whose duties makes such transportation necessary, and in the latter cases only when approved by the Head of their DoD Component. This restriction on transportation between residence and place of employment applies to transportation to, from, within, and wholly outside DoD installations.

4.2. Pursuant to 31 U.S.C.1344 (1982 (reference (c)) and 10 U.S.C. 2637 (reference (e)) the DoD officials listed in enclosure 2 are authorized to use DoD-owned or -controlled motor vehicles for transportation between their residences and places of employment.

4.3. Motor vehicle programs shall ensure greatest responsiveness, effectiveness, and economy in support of the DoD mission.

4.4. Commercial-type motor vehicles shall be used to the fullest extent to meet general transportation requirements. Such vehicles shall be limited to the minimum body size, maximum fuel efficiency, and equipment necessary to meet operational needs.

4.5. All DoD-owned and -controlled commercial-type motor vehicles shall be pooled to ensure effective utilization, and may not be assigned exclusively to one official or employee, except when the Head of the DoD Component determines that such assignment is essential to mission accomplishment and results in the most economical use of manpower and equipment. Within the National Capital Region (NCR), there may be no individually assigned vehicles with drivers, except for those assigned to the Secretary of Defense; the Deputy Secretary of Defense; the Secretaries of the Army, Navy, and Air Force; the Under Secretaries of Defense; the Chairman, Joint Chiefs of Staff; and the Chiefs of Staff of the Army and Air Force, the Chief of Naval Operations, and the Commandant of the Marine Corps.

5. RESPONSIBILITIES

5.1. The Assistant Secretary of Defense (Manpower, Installations, and Logistics) (ASD(MI&L)) shall provide policy guidance on the use, maintenance, reporting, and disposition of motor vehicles.

5.2. The Assistant Secretary of Defense (Comptroller) shall be responsible for programming, budgeting, and accounting policy for motor vehicle acquisition, management, and operation.

5.3. The Under Secretary of Defense for Research and Engineering shall provide policy guidance for the acquisition of motor vehicles by purchase or hire and for the management of Government-furnished motor vehicles by contractors.

5.4. The Secretaries of the Military Departments shall, under 10 U.S.C. 133(d) (reference h)), exercise the powers, functions, and duties conferred upon the Secretary of Defense under 40 U.S.C. 491 (reference (i)) and E.O. 10579 (reference (j)), regarding the operation of interagency motor vehicle pools and systems.

5.5. The Secretary of the Air Force shall:

5.5.1. Develop, maintain, publish, and distribute DoD 4500.36-R and changes thereto, consistent with DoD 5025.1-M (reference (b)).

5.5.1.1. Resolve procedural matters not affecting policy.

5.5.1.2. Refer unresolved policy or procedural issues to the ASD(MI&L) for coordination and decision.

5.5.2. Establish an on-call Component working group for periodic review of the DoD Regulation and to address potential management improvement initiatives.

5.5.3. Brief the Deputy Assistant Secretary of Defense (Logistics and Material Management) (DASD(LMM)), Office of the ASD(MI&L), semiannually on the status of DoD vehicle management trends, problem areas, suggested solutions, and applicable state-of-the-art advancements in the automotive industry.

5.6. The Heads of other DoD Components shall:

5.6.1. Forward suggested changes to policies and procedures in DoD 4500.56-R to the Department of the Air Force for preparation and coordination of regulation revisions.

5.6.2. Manage and operate their motor vehicles, consistent with this Directive, DoD 4500.36-R, and supplemental guidance.

6. EFFECTIVE DATE AND IMPLEMENTATION

This Directive is effective immediately. Forward two copies of implementing documents to the Assistant Secretary of Defense (Manpower, Installations, and Logistics) within 120 days.



William H. Taft, IV
Deputy Secretary of Defense

Enclosures - 2

E1. References, continued

E2. DoD Officials Authorized Transportation Between Domicile and Place of Employment

E1. ENCLOSURE 1

REFERENCES, continued

- (e) Section 2637 of title 10, United States Code, (1985) (Section 614, P.L. 98-525, "Department of Defense Authorization Act," 1985)
- (f) Section 2010 of title 15, United States Code
- (g) Executive Order 11912, "Delegation of Authorities Relating to Energy Policy and Conservation" (3 CFR 114), as amended
- (h) Section 133(d) of title 10, United States Code
- (i) Section 491 of title 30, United States Code
- (j) Executive Order (E.O.) 10579, "Regulations Relating to the Establishment of Interagency Motor Vehicle Pools and Systems" (3 CFR 226)

E2. ENCLOSURE 2

DoD OFFICIALS AUTHORIZED
TRANSPORTATION BETWEEN DOMICILE
AND PLACE OF EMPLOYMENT AS
HEADS OF EXECUTIVE DEPARTMENTS
AND PRINCIPAL DIPLOMATIC OFFICIALS

E2.1.1. Daily

E2.1.1.1. The Secretary of Defense.

E2.1.1.2. The Deputy Secretary of Defense.

E2.1.1.3. The Secretaries of the Military Departments.

E2.1.1.4. The Chairman, Joint Chiefs of Staff.

E2.1.1.5. The Chiefs of Staff of the Army and Air Force, the Chief of Naval Operations, and the Commandant of the Marine Corps.

E2.1.1.6. The Under Secretaries of Defense.